

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Board of Trustees Meeting
January 24, 2020**

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|----------------|------------------------|----------------------------------|
| Board Members: | Maria Christianson | (District #1) |
| | Allie Joiner | (District #2) |
| | Nancy Sinkovitz | (District #3) |
| | Nita Kamphuis | (District #4) |
| | Char Parsley | (District #5) – Absent (Excused) |
| | Jennifer Acuna | (District #6) |
| | Ariele Belo | (District #7) – Absent (Excused) |
| | Sidney Weldele-Wallace | (District #8) – Absent (Excused) |
| | Nancy Fitta | (District #9) |
| | Wes Henson | (District #10) |

Executive Director: Rick Hauan
Superintendent: Shauna Bilyeu – Absent (Excused)
Legal Counsel: Tsering Cornell
Recorder: Erica Rader
Interpreters: Judi Webb, Austin Pelkey and Amanda Bray

Guests: Kai Matthews, Business Office Director
Sarah Decker, Lean Program Manager
Kris Ching, Director of Outreach B-3
Carol Carruthers, Outreach K-12

Nancy Fitta, chair, called the Board meeting to order at 9:59am. It was determined a quorum was present. Allie Joiner is running late but should be here shortly.

The Board welcomed new Board member Jennifer Acuna for District #6. She currently works for ESD114. Welcome Jennifer!!

Nancy Fitta provided Jennifer Acuna with a few Board decorum items.

Rick Hauan informed the Board he spoke with Rita Reandeau by phone, and she sends her best wishes to the Board.

Nancy Fitta let the Board know that at the Finance Committee meeting this morning she learned the agency's business operations is on track and in good fiscal health.

Approval of meeting minutes

Board Meeting Minutes from December 13, 2019 were reviewed.

Page #3, Line 1, under Statewide Resources Committee, remove "a" after Committee.

Page #5, "AJ commented that she would like the plan to include ways to measure the success of students" needs to be changed to "Allie Joiner commented she would like the plan to include ways to measure the success rate of graduates who are deaf/hard of hearing"

Page #7, "Nita Fitta" needs to be changed to "Nita Kamphuis"

Nita Kamphuis moved to approve the December 13, 2019, meeting minutes with the corrections made. Wes Henson seconded the motion. The motion was voted on and approved.

Board Reports

Nancy Sinkovitz advised that the Code of Ethics Committee Policy will be presented at the next Board meeting for review.

Kai provided the board with a quick synopsis of the meeting with the Clark County Historical Preservation Society in Shauna's absence. Essentially the Historical Society just wants to be added to the schools MOU. Wes was at the meeting as well and provided information about how the architect handled the questions directed by the Historical Society.

Tsering clarified the request from Clark County Historical Society. They just want to be in the recitals as an involved part but not a signatory. Kai confirmed.

Nancy Fitta thinks it would be very wise to keep as many historical items as possible that are not laden with asbestos.

Staff Reports

Rick Huan, Executive Director

Seattle Public Schools is holding a forum on 2/10/20. We will have staff available and there for representation. CDHY/WSD will not be presenting anything, but will be there as a presence and taking notes.

Shauna Bilyeu, Superintendent

Nancy Sinkovitz gives a shout out to the WSD football team for receiving the sportsmanship recognition award. Jose Ramirez received a \$1,000 scholarship, and all the boys on the team will receive a Terrier Sportsmanship coin that is used at the coin toss.

Kai Matthews, Director of Business Operations & Technology

Nita Kamphuis would like to know where funds come from in the section "sale of food". Kai advises that not all children get free or reduced lunches. So the funds are received from the students who pay for lunches.

Nancy Fitta let the board know that she attended one of the Finance Forums on 1/23/20 and thought it was very informative.

Nita Kamphuis questioned about the "PARA Support." Kai indicated that funds collected in the 19H account covers any overspent funds relating to Para educators hired to work with students served as partnership students needing 1:1 PARA educator support.

Wes questioned the overspending identified in the Finance Forum packet. Kai advised the Board that overspending in individual departments will be offset when reviewing the overall spending of the agency by the departments who have underspent.

Nancy Fitta indicated that it is very important to see the pattern of the ebb and flow of overspend and underspend, and where offsets will be.

Rick Hauan advised the Board that WSD/CDHY has received an inheritance, which includes a house, guitars, small bank account and miscellaneous items from the estate of James Rowland. Rick Hauan will be working with Tsering Cornell to get everything sold and all funds will go to our agency. There are no stipulations on how the endowment is to be used.

Allie Joiner inquired if a trust fund could be set up to protect the money, so the money could be discretionary and used as needed. Rick advised a memorial of some sort will be purchased from the funds to memorialize the family. Nitta Kamphuis asked if the money is considered "state money," and asked if it would be placed in the general fund. Mr. Hauan indicated that all funds will be placed in a local private fund that is not subject to the requirement to return all unspent general funds. Kai indicated the funds will go into a local private fund, and we will work with the AAG to ensure that we follow the rules of the law when using the money.

Outreach – Birth to 5 program Kris Ching, Outreach Director

Kris Ching indicated her written report is in the Board Packet and asked if there were any questions on the report as submitted. Nancy Fitta inquired as to the dates of the annual National Early Hearing Detection and Intervention (EHDI) conference. Kris Ching indicated, this year it will be held in Kansas City, MO on March 7-11, 2020.

Outreach – K thru 12 program, Carol Carrothers

Nancy inquired when the week long Technology deaf camp would be scheduled. Carol indicated the team is now looking at dates in late summer. Outreach leadership is working with Kai Matthews to explore options to help fund the project.

Policy Review

Rick shared with new board members how the policy review procedure works.

Student Learning Goals Policy 2000- New Policy

Wes Henson requested a change to #3 Technology vs Technological – Nancy Sinkovitz will send to Academic Leadership Team to see what term is most widely used and accepted. Wes Henson inquired if “Decision of the School board” Should be changed to “Decision of the CDHY Board” Board concurs with that change.

A discussion ensued regarding formatting Board Policy to include adoption and revision dates. AAG, Tsering Cornell stated tracking of adoption and revisions as well as citing laws, rules and linked policies provides important information to be cited on all policies. Ms. Cornell proposed we follow the format protocol listing all adoption and revision dates on policies we adopt and publish.

Nancy Sinkovitz indicated she pulls the proposed policies from our subscription to the Washington State School Directors’ Association (WSDDA) website and makes changes to make the policy fully applicable to our agency/school. She then sends school related policies to Academic Leadership Team (ALT) for review and additional changes. Following their review Ms. Sinkovitz then forwards the proposed policy to AAG, Tsering Cornell for review.

School Improvement Plan 2005 – New Policy

Nancy Sinkovitz indicated this is a “WSD policy” not a state wide policy.

Nancy Sinkovitz indicated this is an essential policy relating to requirements from the Office of the Superintendent of Public Instruction (OSPI). Tsering Cornell asked if we need to use “Plan and Process.” Her recommendation is that we use one or the other. Process will be removed from the policy as it’s not necessary in this policy.

Rick Huan suggested this approval date should be reviewed in summer before school starts and before next budget cycle.

Nancy Fitta questioned why would we limit the School Improvement Plan to 3 years? The Board decided to leave the policy as presented.

Course Design, Selection and Adoption of Instructional Material 2020 – Rewrite

Nancy Fitta would like to change “evaluated, adapted and developed” to “identify and recommend for adoption.” The change was noted and made.

Agency Ownership of Staff-Created Work – 2027 – New

AAG, Tsering Cornell noted that Agency Policy 4040 does not match with this policy as cited under references. Rick Huan and Wes Henson advise that 4040 aligns with the State policy.

Nancy Fitta inquired as to the intent of this policy.

Rick Huan advised the language needs to be strengthened relating to work created “on the clock” vs work created “off the clock.”

Tsering Cornell clarified that the policy is to provide knowledge that if you create or design something on company time for self profit it belongs to the agency.

Rick Huan requested we do not bring back for a second read for the next Board meeting. Rather, it would be best to do some research on state agency requirements

prior to submitting for a second read. Nancy Sinkovitz will pull from second read until further review has been completed.

School Calendar 2220 - New

Rick requested second line of paragraph 2 to read "Superintendent will adopt and publish the school calendar for the following school year by June 1 of each year." Nancy Sinkovitz will make changes.

Wes Henson asked if we can project policies on the big screen for future presentations, so we can all see recommended changes. Board agrees.

PUBLIC COMMENTS

Sarah Decker addressed the board with a list of questions.

- What has the Board done regarding building trust and improving communication between the union, faculty and staff?
- What has the Board done between June 2019 and October 2019 to work on building trust and morale with faculty and staff?
- What has the Board done, or working on doing between October 2019 until now to build trust and morale with faculty and staff?
- Will she receive a response from the Board regarding her letter, or just a response that her letter was received?
- Does the Board believe they have the proper means of communication with the union and/or faculty and staff?
- Is there a different means of communication that staff can address the board other than public forum?

Board takes questions under advisement, but can not answer how they can or will respond.

Nancy Fitta requested that Sarah Decker send her presentation relating to the Lean Government Framework to the new Board members Jennifer Acuna and Wes Henson. Ms. Decker indicated she would do that.

Toni Stromberg from— Independent Living Skills – WACAD addressed the Board as a parent.

Ms. Stromberg indicated that she has concerns about academic growth for students here at WSD. She indicated that she would prefer to hold off on further comments until Superintendent, Shauna Bilyeu is present.

Executive Session

Board Chair, Nancy Fitta announced the Board would be moving into Executive Session. Ms. Fitta stated "It is 12:49pm We are going to enter Executive Session

pursuant to RCW 42.30.110 (1) (f) "To receive and evaluate complaints or charges brought against a public officer or employee;" and, RCW 42.30.110(1)(i) "...to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency."

Board entered Executive Session at 12:52pm

Board re-opened into open session at 2:15pm

CLOSING COMMENTS

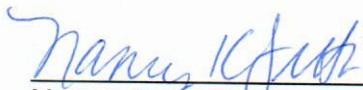
Nancy Fitta requested that the Executive Director and AAG prepare a presentation be given to update seasoned Board members, and provide additional information for new Board members at the February Board meeting. The focus of this presentation should provide information, documentation and other items as well as where they are located and how to find them. It would be beneficial to have the information provided electronically with links and documents for ease of access. Tsering Cornell will work with Erica Rader to get this information prepared for the February Board meeting.

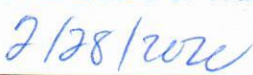
Erica Rader will create board binders with Capital Budget and Operating Budget information for new Board members.

Wes Henson questioned who will replace Rita Reandeau on the finance committee. Nancy indicated we will table the discussion until next month, and come up with a spread sheet of where vacancies are, and discuss filling those vacancies.

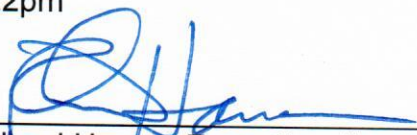
Adjournment

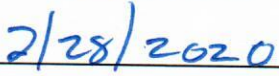
Hearing no objection, the meeting adjourned at 2:22pm



Nancy Fitta, Chair
CDHL Board of Trustees


Date



Richard Hauan, Executive director
CDHL Executive Director


Date